

1. INTRODUCTION

The incumbent conducts shell egg surveillance activities within a designated area. Approximately 40 percent of the time, the incumbent serves on a relief basis as a shell egg grader or poultry grader in an official plant, or performs fee grading services. The incumbent may be detailed and/or reassigned to a different geographical area as determined by management.

II. MAJOR DUTIES

The incumbent performs periodic inspections of registered shell egg handlers. This inspection is mandatory under the Egg Products Inspection Act, and is designed to prevent the movement or sale of loss and inedible eggs for human food and the sale to consuming outlets of other restricted eggs. The inspection consists of reviewing company records, methods of handling restricted eggs, labeling of restricted eggs, denaturing or decharacterization of loss and inedible eggs, and a physical check of products packed for distribution to consumer.

The incumbent deals with managers of many firms, which requires tact and good judgment in maintaining good public relations while enforcing the terms of the Act. The incumbent has the authority to detain products in those instances where he/she is unable to obtain compliance, and to detain products, with concurrence of the supervisor, in other circumstances.

While on relief or performing grading on a fee basis, the incumbent performs the following:

Maintains relations with plant management and employees explaining decisions, obtaining corrections in sanitation, processing, or storage conditions; explaining grading program activities; and coordinating the grading/inspection activities with plant activities.

May examine products to determine conformance with approved contract specifications such as grade, weight, packaging, and packing, and quantity for various types of contracts. Prepares and issues certificates as required.

Monitors the plant and processing operations to assure that the plant remains in compliance with regulations with respect to operating procedures and, in shell egg plants using voluntary grading services, to assure that the facilities and equipment are maintained in a sanitary condition.

In shell egg plants using voluntary grading, assures that only approved chemicals, insecticides, and rodenticides are used; that the product is labeled only with approved labels; and that inedible product is appropriately identified and controlled.

Prepares and maintains a variety of reports and records related to the work such as plant production data, grading results, certificates issued, and administrative information.

Trains and authorizes selected plant personnel to grade according to U.S. standards and monitors their grading/inspection work. May also be required to train other employees in their particular specialty.

Grades whole turkeys, chickens, ducks, geese, or other poultry, and parts considering such factors as class, fleshing, finish, freedom from defects, age, weight, and other conditions. Applies the official standards and regulations to determine the product's grade based upon grading results.

Examines shell eggs for weight, color, soundness, texture of shell, the absence of defects, clarity of yolk outline, and clarity and firmness of albumen.

Assures proper cleaning of eggs, proper cartoning and/or packaging of shell eggs and is responsible for the final grade determination in accordance with official standards and regulations.

Adheres to Equal Employment and Civil Rights policies, goals, and objectives in performing the duties of this position. Assures that written and oral communications are bias-free and that differences of other employees and clients are respected and valued.

III. FACTORS

1. Knowledge Required by the Position

Level 1-6 950 points

Knowledge of the standards, regulations, and product characteristics relevant to poultry grading and/or shell eggs to grade or inspect products and to examine products against common contract specifications, making nearly all grade determinations independently.

Knowledge of processing, packaging, storage and sanitation procedures as specified factors which affect the product's grade and/or conditions. At this level, the knowledge is extensive in range and depth and includes grading a variety of poultry and poultry products at grading assignments that involve whole bird and parts grading with an extensive amount of specification work; and/or shell egg surveillance assignments that are technically complex. Knowledge to inspect complex formulations, processing procedures, and sanitation conditions.

Skill in sampling, inspecting, grading and in developing and maintaining personal relationships with industry personnel.

2. Supervisory Controls

Level 2-3 275 points

The Federal-State Supervisor makes the assignments and provides general coordination of the work.

The incumbent independently performs the procedures required by the specific assignment, resolving nearly all technical problems independently. The incumbent issues certificates and reports; and explains and justifies determinations to plant management or other industry representatives.

Occasionally the certificates or worksheets are reviewed and the grading is spot- checked.

3. Guidelines

Level 3-3 275 points

Guides for work include the official grade standards and regulations, the graders's instructional handbook, supplemental technical bulletins, and various written and oral guidelines concerning administrative procedures and relations with plant personnel.

The grader selects and applies the guides and instructions appropriate to the particular phase of work being performed in a variety of situations. Makes borderline grading determinations; maintains suitable relationships with plant management and employees; and maintains adequate records, files, and reports on plant activities and the grading services being provided.

4. Complexity

Level 4-3 150 points

The assignment involves a variety of duties which require applying different procedures and methods. The work involves the grading/inspection of poultry, poultry products, and/or shell eggs. The assignment includes monitoring the plant's processing operations to assure compliance with regulations and, in shell egg plants, to assure that the facilities and equipment are maintained in a sanitary condition. The assignment normally involves the monitoring of processing methods, conditions of product storage, containers or packaging, and may include technical supervision of non-Federal licensed graders or inspectors.

The assignment includes full responsibility for relationships with plant management and for performing administrative duties such as maintaining records and reports associated with the assignment.

5. Scope and Effect

Level 5-3 150 points

The work involves making the final determination on the grade and/or acceptability of either poultry or shell eggs, inspecting plant facilities for sanitation, overseeing authorized plant graders, and maintaining effective relationships with the industry.

The grade/or condition certificates and inspection reports issued by the grader affect the financial interests of the plants and/or its customers.

6. Personal Contacts

Level 6-2 25

points

Contacts include other graders, the processing plant's line workers, authorized plant graders, foremen, and plant management.

7. Purpose of Contacts

Level 7-3 120 points

The purpose is to maintain the cooperation of plant employees and managers to assure an acceptable level of compliance with program policies, to resolve operating problems, and to coordinate grading services with plant production activities.

8. Physical Demands

Level 8-3 50 points

Commodity grading work requires periods of physical exertion to lift and move boxes and cartons of products often weighing over 50 pounds; prolonged periods of standing, walking, stooping, bending, and climbing; physical coordination and finger dexterity in at least one hand for poultry grading assignments, and two hands for shell egg assignments to perform digital examinations of eggs; ability to detect abnormalities in the commodity through normal or corrected vision in at least one eye for distance, depth perception, and color; and the ability to assure safety in a highly mechanized noisy environment through adequate or correctable hearing; and the ability to determine product qualities through smell.

9. Work Environment

Level 9-2 20 points

The work environment is in a poultry or shell egg plant and involves moderate discomforts and risks such as the cold temperatures of freezer storage areas, the presence of processing equipment, moving carts and forklifts, and wet, slippery floors.

TOTAL POINTS

2015 POINTS